All Systems Geographic Supplemental Report

Menu Option: Pub All Systems Geo Supp Report.

Purpose: This report is an historical summary of select case transactions (action code driven). This report should not be construed to be an automated Historical Index (HI).

The report prints cases in the selected township and shows the following information: section, aliquot, survey type, survey number, case acres for case recordation cases, total acres in the township for status cases, system id, serial number, reference number, action date and action.

Selection Criteria: Cases are selected if they have land within the township, are in Case Recordation or Status and have one of the required actions (see table below) and are not oil/gas agreements (318XXX).

Selection is based on MTR or a combination Geo State and Meridian/Township/Ranges. Required criteria include Meridian, Township and Range. Geo State is an optional criteria selection.

Action codes used to extract data from Case Recordation for this report are as follows:

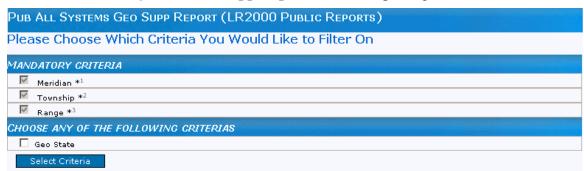
Action Code	Action Code Text (CR)
200	CANCELED IN PART
209	CASE CREATED BY SEGR
234	EXPIRED
235	EXTENDED
238	LEASE MODIFIED-AMENDED
271	PATENT ISSUED
276	PMT-LIC ISSUED
272	PATENT CANCELLED
307	ROW GRANTED-ISSUED
312	RELQ (PARTIAL) FILED
553	CASE CREATED BY ASGN
620	QCD-DISCLAIMER ISSUED
700	LEASE SEGREGATED
705	ORDER ISSUED
804	WDL REVOKED
855	CLEAR LIST APPROVED
865	TITLE ACCEPTED BY US
868	EFFECTIVE DATE
873	OPEN TO ENTRY

Action codes from Status

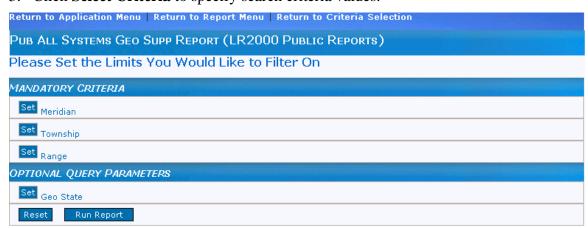
Action Code	Action Code Text (ST)
001	APLN RECD/CASE ESTABLISH
220	DATE OF ACTION-HIST INDEX
317	ORDER ISSUED
736	LITIGATION FILED
864	CLEAR LIST APPROVED
868	DEED SIGNED
879	PATENT ISSUED
880	PATENT CANCELLED

Procedure:

1. Select **Pub All Systems Geo Supp Report** from the reporting menu.



- 2. Click to place a checkmark by the optional criteria you want to include in the search.
- 3. Click **Select Criteria** to specify search criteria values.



Note: To change criteria selection, click Return to Criteria Selection.

TIP: To select multiple values for a criterion, enter each code separated by a comma in the text field or use the ALT or Shift key and select multiple items in the list box. Click Close or click Set for another criterion to retain the search criteria.

Identify the Required Information:

4. Click **Set** for **Meridian** and select the applicable meridian code(s).

When meridian is entered, the pick list for Township and Range adjusts to only those valid for the meridian selected. You must select the Meridian, Township and Range from a pick list and in order by Meridian, then Township and finally Range.

- 5. Click **Set** for **Township.** The townships associated with the selected meridian display in the selection box. Select the applicable code(s).
- 6. Click **Set** for **Range.** The ranges for the selected township display in the selection box. Select the applicable code(s).

Identify the Optional Information:

7. Click **Set** for **Geo State** to specify the state in which the customer resides.

If an Admin State has been selected, only the geo states associated with the admin state appear in the Geo State selection box. If the Admin State has not been selected yet, all states appear in the selection box.

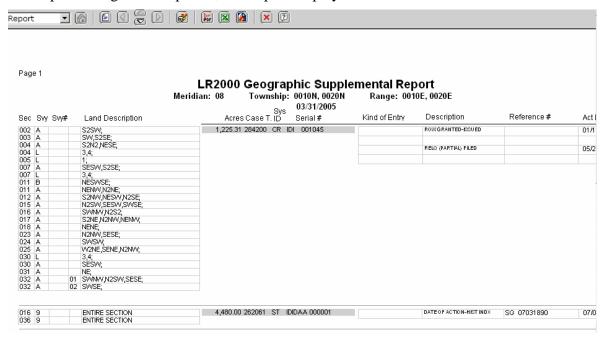
Enter the two digit state code(s) in the text field or select from the list box.

Process Report:

- 8. With all criteria selected, click **Run Report.**
- 9. Click **OK** to confirm the report criteria.

If all required criteria have not been identified, a message specifies the criteria that must be set. Click OK, identify criteria values and run the report again.

When processing has completed, the Report displays.



To switch between the report and banner page, select from the drop-down list on the tool bar above the report.

Report 👤 Banner Page Report

Print Report:

To print the report, the report must first be converted into a pdf. Printing from the original display of the report will just print the information displayed in the report window.

1. Click the (pdf) icon on the tool bar.

The system converts the information to Adobe Reader format, showing an hour glass while the conversion is processing.

2. When the pdf displays, click the printer icon or select File > Print.